

~~SECRET~~

Approved For Release 2003/06/15 : CIA-RDP78-03991A000500060017-2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Logistics

DATE: 16 June 1955

FROM : Acting Chief, Transportation Division

SUBJECT: Weekly Activity Report (6 - 10 June 1955)

1. GENERAL

25X1A

a. Shuttle Run to [] Warehouse (New Item - Completed)

25X1A

25X1A

25X1A

On 7 June 1955, 12,886 pounds of general cargo and 42 empty pallets (1,090 pounds) were moved from the [] to the [] Warehouse. On the return trip, 4,836 pounds of general cargo were delivered to the []

b. Special Truck Runs (New Item - Completed)

During the week, five non-scheduled truck runs were completed as follows:

25X1A

25X1A

(3) On 9 June 1955, 26,130 pounds of general cargo, including 14 large safes, were delivered to []

~~SECRET~~

25X1A
25X1A

25X1A

25X1

25X1

25X1

25X1A

25X1A

25X1

a. Headquarters [REDACTED] on Motor Vehicle
Accidents (Continued Item)

25X1

A draft of the Headquarters Regulation has been completed and is in the process of informal collaboration. Work on the [redacted] will begin as soon as one other priority regulation, [redacted] Motor Vehicle Replacement Standards, has been completed.

25X1

25X1

There were four covert vehicle action requests processed during this reporting period.

a. Air Shipments (New Item - Completed)

Twenty-seven shipments by air, weighing a total of 7,323 pounds, were made as follows:

Requesting

<u>Activity</u>	<u>Destination</u>	<u>Weight</u>	<u>Item</u>	<u>Carrier</u>
-----------------	--------------------	---------------	-------------	----------------

25X1A

25X1A

Approved For Release 2003/05/15 : CIA-RDP78-03991A000500060017-2

Approved For Release 2003/05/15 : CIA-RDP78-03991A000500060017-2

SECRET

Requesting
Activity

Destination

Weight

Item

25X1A

--

25X1A

e. Repair of Communication Trailers (New Item - Completed)

Nine communication trailers, which were moved to the []
[] Washington, D. C., during the past several
weeks for repairs have all been returned to the []

25X1
25X1A

f. Bus Transportation for Agency Personnel (New Item - Completed)

Arrangements were made to provide bus transportation service
for three separate groups of Agency personnel. The services included:

25X1
25X1A

(1) Transportation by Agency bus for ten persons on
9 June 1955 from Gate 5, I Building to []
[] at the request of the Chief, Administration
and Training Staff, SO. The bus left the point of ori-
gin at 0900 hours and returned at 1500 hours.

(2) Transportation by Agency bus for twenty persons
on 9 June 1955 from the Recreation and Services Building
to the Pentagon Building, at the request of the Deputy
Supply and Services Officer, OTR. The bus left the point
of origin at 0840 hours and returned at 1200 hours.

25X1A

(3) Transportation by Agency bus for twenty persons
on 10 June 1955 from [] to Alcott Hall, at the
request of the Deputy Supply and Services Officer, OTR.
The bus left the point of origin at 1300 hours and
returned at 1430 hours.

SECRET

SECRET

4. SPECIAL PROBLEMS

None

5. MAJOR OBJECTIVES

25X1

--

PERCENTAGE COMPLETED: 90%

b. Establishment of an agreement with Supply and Procurement Divisions concerning coordination with the Transportation Division of all matters regarding transportation of materiel and supplies with emphasis on those transportation arrangements with commercial vendors for delivery of materiel and supplies to Agency installations.

PERCENTAGE COMPLETED: 70%

c. Review of current laws and regulations relative to the movement of persons and their personal effects, and the development of additional implementing regulations to insure their movement in a manner that is consistent with security, economy and efficiency.

PERCENTAGE COMPLETED: 55%

d. Preparation of necessary basic issuances for the control of the allocation, operation, use and maintenance of Agency motor vehicles.

PERCENTAGE COMPLETED: 70%

e. Development of a records management program to record and reflect vehicular maintenance and operation costs.

PERCENTAGE COMPLETED: 80%

f. Preparation of plans for the complete rehabilitation of office space at the Que Building Motor Pool for use as a dispatcher's

SECRET

SECRET

office and chauffeurs' waiting room. Plans have been completed and actual work was started on 27 April and is expected to be completed by the middle of June.

PERCENTAGE COMPLETED: 95%

g. Study and development of a plan to improve the preventive maintenance program within the full scope of the policy presently established.

PERCENTAGE COMPLETED: 50%

25X1A



OL/TD/DRB:ecb (16 June 1955)

Distribution:

Original & 4 ✓ Addressee
1 - Official File

SECRET